



## TOWN OF WEST HARTFORD

### AGENDA ITEM SUMMARY

**To:** Town Council  
**From:** Matt Hart, Town Manager  
**Date:** June 26, 2018  
**CC:** Vernon Riddick, Chief of Police  
**Subject:** Resolution to Appropriate Funds in the Capital and Non-Recurring Expenditure Fund for the Purchase of Police Vehicles and Equipment. (195)

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**Background:** The Police Department has reviewed its police vehicle fleet and believes that six (6) police vehicles are in need of replacement due to their age and condition. The department has submitted a request to purchase six (6) Ford Explorer SUV's and related equipment at a cost of approximately \$278,000. If approved, these funds would come from the Reserve for Police Vehicles account in the Capital Non-Recurring Expenditure (CNRE) Fund.

**Operational Impact:** Maintaining the police vehicle fleet in good condition is critical to the safety of police officers and the general public.

**Financial Impact:** Town Council adoption of this resolution would have a direct fiscal impact on the fiscal year 2019 budget of the CNRE Fund. Estimated revenue from use of the Reserve for Police Vehicles would increase \$278,000 with a corresponding appropriation for the purchase of police vehicles and related equipment. This purchase would fully expend this reserve.

**Legal Review:** Corporation Counsel's office has reviewed and approved the form and legality of the proposed resolution.

**Project Schedule:** The Town would place the order for vehicles and equipment upon approval from the Town Council.

**Recommendation:** In order to ensure that the Police Department fleet is adequate to meet the needs of the department and the community, staff recommends Council approval of this resolution.

**Attachments:**

- A. Vehicle Summary Sheet
- B. Resolution

**West Hartford Police Department  
Vehicle Summary Sheet  
June 2018  
Attachment A**

The West Hartford Police Department has 67 vehicles. These consist of:

- 10 District vehicles
- 2 Patrol Supervisor vehicles
- 3 Spare patrol vehicles
- 3 SWAT vehicles
- 2 police motorcycles
- 2 K-9 vehicles
- 1 K-9 Spare
- 5 Traffic Division vehicles
- 1 Police Explorer van
- 1 Prisoner van
- 1 Crime Scene van
- 2 ACO vans
- 10 unmarked Detective Division vehicles
- 3 CIT vehicles
- 3 Admin cars
- 1 Communications vehicle
- 9 Private Duty Police Cruisers
- 1 Speed Trailer
- 5 Community Relations vehicles
- 2 Training vehicle

**Comments:**

Currently working with DPW to get average cruiser mileage.

No Patrol District vehicle is over 4 years old.

No Patrol spare car is over 5 years old.

Oldest vehicle in the fleet is crime scene van, purchased in 1998.

Vehicle replacement is based on condition of vehicle, mileage and age. Older cruisers are used as private duty vehicles and spare cars.

**Maintenance:**

DPW provides all preventative maintenance and oil changes on the police fleet. The vehicles are routinely inspected and evaluated during these checks. Routine maintenance such as headlight replacement, wipers, etc. is also done by DPW. After hours flat tire changes are done by the tow contractor.

**Cost:**

The replacement cost for a new cruiser is approximately \$46,000. This includes the vehicle and equipment. Equipment consists of lights, siren, radio, MDT, cruiser video system, cage and storage containers. First aid equipment, rifle and miscellaneous are transferred from old cruiser.

**Trends:**

- Due to the increasing sophistication of the new vehicles, trend will be to migrate away from DPW outfitting new cruisers with equipment and have these delivered already installed.
- Purchase of all wheel drive vehicles for the fleet is nearly completed. This negates the need to install snow tires in the winter and put chains on vehicles during storms. This is a safety enhancement for the officers and also saves time for DPW staff.
- DPW will also be moving from pen and paper tracking into a software program that will enhance preventative maintenance and fuel efficiencies.
- As vehicles get smaller it is more difficult to find vehicles that can fit the officer, a prisoner compartment and all police equipment.

**RESOLUTION TO APPROPRIATE FUNDS IN THE CAPITAL AND NON-RECURRING  
EXPENDITURE FUND FOR THE PURCHASE OF POLICE VEHICLES AND EQUIPMENT**

**WHEREAS**, a review of the Town of West Hartford's vehicle fleet indicates the need for replacement of six (6) police vehicles due to their age and condition, said vehicles to replace existing vehicles so as not to increase the size of the vehicle fleet, and

**WHEREAS**, the estimated cost to purchase these vehicles and all necessary equipment to outfit them for police use is approximately \$278,000, and

**WHEREAS**, the Reserve for Police Vehicles in the Capital Non-Recurring Expenditure (CNRE) Fund is designated for this purpose and the Town desires to utilize the reserve for this purchase,

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WEST HARTFORD** that the purchase of six (6) police vehicles and related equipment is hereby authorized and the fiscal year 2018-2019 budget of the Capital Non-Recurring Expenditure is hereby amended as follows:

**Capital Non-Recurring Expenditure Fund**

Increase Estimated Revenues

33-910800-30506-9399	Use of Reserve for Police Vehicles	\$278,000
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Increase Appropriations

33-910800-30506-3232	Police Vehicles and Equipment	\$278,000
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Hart  
6/26/18